

**County Service Area 17 (CSA-17) - 2009 Meeting Minutes**

CSA-17 Advisory Committee Meeting Minutes - January 6, 2009

CSA-17 Advisory Committee Meeting Minutes - February 3, 2009

CSA-17 Advisory Committee Meeting Minutes - February 20, 2009 – subcommittee

CSA-17 Advisory Committee Meeting Minutes - June 11, 2009

CSA-17 Advisory Committee Meeting Minutes - July 30, 2009 – subcommittee

CSA-17 Advisory Committee Meeting Minutes - August 4, 2009

CSA-17 Advisory Committee Meeting Minutes - November 3, 2009



NICK MACCHIONE, FACHE  
DIRECTOR

WILMA J. WOOTEN, M.D., M.P.H.  
PUBLIC HEALTH OFFICER

# County of San Diego

## HEALTH AND HUMAN SERVICES AGENCY

### PUBLIC HEALTH SERVICES

1700 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417  
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Community Epidemiology  
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Maternal, Child and Family Health Services  
Public Health Laboratory  
PH Nursing/Border Health  
TB Control & Refugee Health  
Vital Records

CSA-17 Advisory Committee  
Tom Hickerson, Chair/Barbara Cerny, Vice-Chair  
c/o Emergency Medical Services  
6255 Mission Gorge Road  
San Diego, CA 92120  
(619) 285-6429 Fax: (619) 285-6531

## CSA-17 ADVISORY BOARD SUBCOMMITTEE MEETING

### Minutes

Tuesday, January 6, 2009

#### In Attendance

Abelman, Dismas – Cities of Solana Beach/Del Mar  
Crawford, Crystal – City of Del Mar  
Johnson, Wayne – S.D. Medical Services Enterprise  
Muir, Chief Mark – Encinitas Fire  
Twohy, Chief Frank – Elfin Forest/Harmony Grove

Cerny, Barbara – Torrey Pines Comm. Plng. Grp.  
Houlihan, Maggie – City of Encinitas  
Marquardt, Larry – Member-at-Large  
Pavone, Chief Nick – Rancho Santa Fe F.P.D.  
Ward, Darrin – Encinitas Fire

#### County Staff Present

Metz, R.N., Chief, Marcy  
Pate, R.N., Rebecca  
Potter, Tony – Dept. of Public Works  
Yaghmaee, Saman

#### Recorder

Rupp, Merle

## **I. INTRODUCTIONS AND ANNOUNCEMENTS**

Crystal Crawford, City of Del Mar, called the meeting came to order at 11:07 a.m.

Attendees introduced themselves.

## **II. PARCEL TAX ROLL ISSUE**

Discussion ensued regarding the parcel tax roll issue that was discussed at the CSA-17 Subcommittee meeting on December 12, 2008. Chief Mark Muir, Encinitas Fire, stated that when numbers were reviewed from the 2006 list and compared to the 2008 list, there were only three errors noted. Because it now appears based on further review of the

Encinitas sampling that the likelihood of errors is small, there appears to be no need for each jurisdiction to conduct a further audit of the parcel tax roll.

In regard to the parcel tax roll issue, Tony Potter, County Department of Public Works reiterated that it appears that almost all properties are listed on the roll; no big errors were noted. Mr. Potter noted that properties change daily with their office as people split properties or change land use and there is a well established procedure for adjusting the tax rolls in those instances. He added that there is an opportunity for the jurisdictions to review the tax roll changes between July 10<sup>th</sup> and August 10<sup>th</sup> of each year. During that time, the preliminary list is provided for review and corrections. Each jurisdiction might consider doing spot checks of the list for errors during that time.

Much discussion ensued on the billing methods and practices currently used for people who stay/reside in various facilities such as convalescent hospitals, assisted living facilities, retirement homes, time shares, hotel and motel rooms, group homes, drug rehabilitation homes, etc. The locations of several specific facilities in the CSA-17 service area were called out as examples that could be checked against the parcel tax roll to determine how the benefit fee is being assessed.

Larry Marquardt and Barbara Cerny, among others present, recalled the original intention for how residents were to be assessed the CSA-17 special benefit fee versus how non-residents were to be charged for emergency services.

Those present discussed the option of having the policy that if a person(s) is not listed on the property tax list, then that person(s) should be treated as a non-resident and assessed accordingly.

**ACTION: Chief Pavone recommended that the County staff review some specific addresses such as Seacrest Village in Encinitas and find out if the property owner is being charged for more than one benefit unit. If they are not being charged for more than one benefit unit, then clarification from County Counsel about how the Ordinance is to be applied may be required. Those present favored completing additional research to verify how the Ordinance is being applied to different types of facilities. That information can be used to establish a written policy describing the assessment and billing practices to be used for CSA-17. A written policy would be useful and ensure consistent practices if and when this issue comes up again. Chief Muir and Chief Pavone agreed to participate on this discussion as well as Ms. Cerny, Wayne Johnson and Darrin Ward and have the addresses for review sent to Mr. Yaghmaee within a week, letting County staff take the lead on it. Mr. Yaghmaee will chair that meeting. Mr. Potter offered to assist with the review of the specific properties against the parcel roll.**

Options for adding other fees such as the CSA-69 transport fee or a membership fee were also briefly discussed.

**ACTION: The Subcommittee will report back to the Advisory Board meeting on February 3, 2009 that the City of Encinitas was satisfied with the results of their audit and the County's response to it, and that there doesn't appear to be a need for each of the cities/jurisdictions to perform any of their own audits.**

**ACTION:** Each jurisdiction will provide a list of specific addresses of facilities such as nursing homes or retirement homes so CSA-17 can ascertain how they are listed on the parcel tax rolls for purposes of the annual assessment. Mr. Potter will work with Mr. Yaghmaee to identify what is being charged at what type of facility.

**III. PROPERTY TAX ROLL ISSUE**

**ACTION:** Chief Pavone volunteered to meet with the County's Property Tax Roll Division or the County Tax Assessor's Office, whichever is most appropriate, to resolve the property tax roll issue once and for all and the increment issue. Chief Frank Twohy, Mr. Yaghmaee, Marcy Metz, Wayne Johnson, and Maggie Houlihan will also participate. This group will plan to meet and provide the Advisory Board with a report at the May 5, 2009 meeting.

**ACTION:** The subcommittee will report on its progress on the two issues (Parcel Tax Roll Issue and Property Tax Roll Issue) at the Advisory Board meeting on February 3, 2009.

**IV. ADJOURNMENT**

The meeting adjourned at 12:20 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS



NICK MACCHIONE, FACHE  
DIRECTOR

WILMA J. WOOTEN, M.D., M.P.H.  
PUBLIC HEALTH OFFICER

# County of San Diego

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## CSA-17 ADVISORY BOARD MEETING

### Minutes

Tuesday, February 3, 2009

#### Members Present

Campbell, Tom – City of Solana Beach  
Cerny, Barbara – Torrey Pines Comm. Plng. Group  
Crawford, Crystal – City of Del Mar  
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.  
Marquardt, Larry – Member-at-Large  
Stocks, Jerome – City of Encinitas  
Zovanyi, Peter – Member-at-Large

#### County Staff Present

Cavanaugh, Adria  
Metz, R.N., Marcy  
Pate, R.N., Rebecca  
Yaghmaee, Saman

#### Recorder

Rupp, Merle

#### Members Absent

None.

#### Guests Present

Abelman, Dismas – Cities of Sol. Beach/Del Mar  
Filanc, Mark – City of Del Mar  
Gilligan, Matt – S.D. Medical Services Enterprise  
Michel, Tony – Rancho Santa Fe Fire Prot. Dist.  
Muir, Chief Mark – Encinitas Fire  
Murphy, R.N., Mary – CSA-17  
Olejnik, Loree – S.D. Medical Serv. Enterprise  
Tanner, John – Rancho Santa Fe Fire Prot. Dist.  
Twohy, Frank – Elfin Forest/Harmony Grove  
Ward, Darrin – Encinitas Fire

## I. INTRODUCTIONS AND ANNOUNCEMENTS

Barbara Cerny, Vice-Chair, brought the meeting to order at 4:00 p.m.

Attendees introduced themselves.

## **II. APPROVAL OF MINUTES – November 4, 2008 and December 12, 2008**

**MOTION made by Larry Marquardt, Seconded by Crystal Crawford to approve the regular quarterly Advisory Board Minutes of November 4, 2008, and the Special Committee meeting minutes of December 12, 2008. MOTION carried.**

## **III. PUBLIC COMMENTS/PETITIONS**

None at this time.

## **IV. MANAGEMENT TEAM REPORT**

### **A. Financial Report (Saman Yaghmaee)**

It was requested that financial reports be sent out in PDF format in future e-mailings.

Property Taxes: According to Property Tax Services Division of the County, the County-wide assessed valuation is expected to decline from 15% growth in Fiscal Year 2007-08, to 2.2% growth in property taxes in Fiscal Year 2008-09. This low growth rate is due to an overall decline in property values as well as an increase in foreclosures on properties. Based on a 2.2% increase in receivables and a 98% collection rate, the projected revenue from property taxes in Fiscal Year 2008-09, is expected to be slightly over \$1,000,000 dollars.

Benefit Fee: According to Property Tax Services Division of the County, the growth in benefit fees is expected to be at 2.8% in Fiscal Year 2008-09. Based on the 2.2% increase in receivables and 98% collection rate, the projected revenue from the benefit fee is expected to be slightly below \$1.3 million.

Interest: The revenue from interest on the reserved fund in Fiscal Year 2008-09 is expected to be the same as Fiscal Year 2007-08 at about \$96,000.

Non-Resident Transport Fee: There will be no revenue from the non-resident transport fee for CSA-17 in Fiscal Year 2008-09, as this revenue has been negotiated in the SDMSE contract since October 2007.

### Year-to-Date Revenue Update

Property Taxes: For the first half of this fiscal year (7/1/08 – 12/31/08), the revenue from tax collection has been the same compared to the same period last year.

Benefit Fee: For the first half of this fiscal year (7/1/08 – 12/31/08), the revenue from the benefit fee has been lower compared to the same period last year.

Interest: For the first half of this fiscal year (7/1/08 – 12/31/08), the revenue from Interest has been slightly lower compared to the same period last year.

Expenditures: Total expenditures in Fiscal Year 2008-09 is projected to be greater than revenue by about \$200,000. This would necessitate the use of the reserved fund for a balanced budget.

Contract: A Request for Proposal (RFP) for ambulance billing and collection services for County Services Area 69 has been posted on the County Purchasing and Contracting website (Buynet).

The County is adding additional funding to cover the cost of Medtronic defibrillator maintenance to the first responder contractors.

For Fiscal Year 2009-10, the County is proceeding with the same budget that was submitted and approved by the Advisory Committee in February, 2008.

B. Administrative Report (Marcy Metz, R.N., Chief)

See combined Administrative Report and Medical Director's Report below.

C. Paramedic Provider Report (Matt Gilligan, S.D. Medical Services Enterprise)

Compliance reports for the months of October-December, 2008 were distributed. Del Mar Heights presents challenges every few months as the call volume is lower so SDMSE is occasionally out of compliance on those calls. San Diego Fire receives the calls in that area and SDMSE tries to maintain good coverage there.

SDMSE went through a year-long process of submitting paperwork and being reviewed and accredited by CAAS (Commission on Accreditation of Ambulance Services). The group reviewed protocols, billing practices, audit shop records and paperwork, and interviewed employees and managers.

SDMSE provides continuing education classes for the first responder agencies in the CSA-17 every other month which covers a wide variety of topics. In February, 2009, the topic is responding to the special needs of geriatric patients in emergencies. It will be taught by an SDMSE instructor who specializes in that area. A representative from the County Aging and Independence Services (AIS) will be presenting on this as well and will report some of the available resources to the workforce.

Mary Mottet, R.N., San Diego Fire, and Mary Murphy, R.N. provide assistance with the paramedics and quality assurance by auditing their paperwork. Ms. Mottet and Ms. Murphy also provide case management services and have been most helpful in assisting in individual cases.

Loralee Olejnik, SDMSE, added that she has been focusing on CPR education, Automatic External Defibrillators (AED's), and community outreach education in the CSA-17. She also works with Project Heartbeat to install

AED's and helps manage them. Free CPR classes are offered in collaboration with the fire departments. Other services offered include bringing an ambulance to schools for children to see and health fairs at senior centers and parks and recreation departments.

Ms. Murphy has begun a pilot program testing and working with two FDA approved automatic compression devices for CPR; one called the LUCAS and the other AutoPulse. Each device performs 100 compressions on the chest per minute which is what's recommended by the American Heart Association. The LUCAS device is currently being tested in Rancho Santa Fe. Chief Muir added that if the pilot program is successful, they will look for grant opportunities to purchase them.

D. Administrative/Medical Director's Report (Marcy Metz, R.N, Chief)

The flu season is here and the Public Health Lab has reported an increase in the isolates for the flu, but it's only a small blip on the screen; however the flu season is not over yet. There has been a slight increase in volume of patients seen in emergency departments.

The State has adopted a new form called POLST (Physician Order for Life Sustaining Treatment) which was signed by the Governor and went into effect January 1, 2009. The form provides information on a patient's decision regarding resuscitation along with instructions about the intentions of care. The form is separated into the categories of CPR, Medical Interventions, Antibiotics, Artificially Administered Nutrition and Summary of Medical Condition and Signatures and Directions for Health Care Professional. The POLST form does not replace the Do Not Resuscitate form. The form is required to be taken to a person's private physician and signed.

County policies are currently being revised for the paramedics to use this form.

The paramedic protocols that go into effect July 1, 2009 were presented for review at the January, 2009 Base Station Physicians' Committee meeting.

The STEMI system has been up and operational for over a year now. The last quarter showed that the door-to-balloon time is now 57 minutes, down considerably from 120 minutes in the past.

A stroke system of care is being developed, the process that hospitals would receive suspected stroke patients from the field. Hospitals that are currently accredited by the Joint Commission for stroke do not need to apply. Hospitals that do not have the accreditation but who are interested in becoming stroke receiving centers will be reviewed and certified by the County in February and March, 2009. That information has gone out to all the hospitals administrators. Scripps Encinitas is accredited for stroke in the CSA-17.

The State has embarked on a State-wide trauma system. San Diego is in its' 25<sup>th</sup> year as a trauma system County and has received honorable recognition



over the years as such. The State is divided up into six regions and San Diego County is in Region Six. The first regional meeting was held in January, 2009. Every three years, San Diego County trauma hospitals undergo an American College of Surgeons site visit to be verified as Level One or Level Two trauma centers. Two have been visited as have done quite well this time. There are four more hospitals to review and this should be completed by May, 2009.

**V. CSA-69/CSA-17 JOINT ORDINANCE DISCUSSION**

In response to the question of a combined fee ordinance for CSA 17 and 69, Ms. Metz reminded attendees that the issue of the joint ordinance and CSA fee revisions was brought up in November, 2008 where it was brought to the attention of the CSA-17 Subcommittee by Andy Parr, Lakeside Fire. Deputy Chief Parr presented the issue that CSA-69 needed approval from CSA-17 to increase the fee for ambulance transporting services for non-residents, as both CSA's were bound together by the County Ordinance. The reason this was originally established was so that the rates for transports for people such as visitors or guests would be the same in both CSA's.

Crystal Crawford, City of Del Mar, added that when this was discussed at the CSA-17 Special Meeting, Article 15-B of the Health and Human Services Code, Charges and Fees section 2-46, both CSA-s have to approve the same rates in order to be in compliance with the County Ordinance. The Joint Ordinance was last amended in 2005. At that special meeting, a chart showing charges to provide advanced life support by other major California counties was distributed.

**VI. UPDATE RE: ELFIN FOREST CSA-107 AND CSA-17**

Chief Frank Twohy, Elfin Forest/Harmony Grove, stated that there was no news to report on this subject but would provide more information when available.

**VII. SUBCOMMITTEE REPORT ON CSA-17 PARCEL/PROPERTY TAX ROLLS**

Ms. Crawford reported that some very good meetings have been held regarding the parcels and property tax rolls. After a great deal of discussion regarding the property tax rolls, Tony Potter from the County's Department of Public Works and it was determined that the City of Encinitas was satisfied with the results of their audit and after consultation with Mr. Potter, it was felt there really wasn't a need for each city or jurisdiction to conduct individual audits.

A lot of discussion revolved around different treatment of facilities, e.g. care facilities with multiple residents and/or hotels/motels which may have some permanent residents, which is what the next subcommittee meeting will determine if different facilities are being charged different rates. A group of people have agreed to work on that.

The Subcommittee also discussed developing a written policy to describe the assessment and billing practices and will also report back on specific addresses.

The Subcommittee will also review the extra financial revenue expected if the anticipated non-resident fee goes into effect. **ACTION: Place a Subcommittee Report on the agenda for the next Advisory Board meeting of May 5, 2009.**

**VIII. REVIEW OF PARCEL ADDRESSES**

Mr. Yaghmaee reported that after review by Mr. Potter with the County's Department of Land Use, no discrepancies of any magnitude were noted. Chief Mark Muir, and Division Chief Darrin Ward, City of Encinitas, provided the County staff with a list of seven parcels to investigate their benefit fee status, and in reviewing those seven parcels, it was discovered that two of those parcels were not paying the correct benefit fee. The County Assessor's Office will make that change and proper billing will take place between July 10, 2009 and July 30, 2009.

**IX. STIPENDS FOR ADVISORY BOARD MEETINGS**

Nothing regarding stipends was discovered in the Bylaws for CSA-17. **ACTION: A further review of County policies will be conducted and a report back at the next Advisory Board meeting of May 5, 2009.**

**X. ELECTIONS OF CHAIR AND VICE-CHAIR FOR 2009**

**MOTION made by Tom Hickerson, Seconded by Peter Zovanyi, to elect Barbara Cerny as Chair of CSA-17 for 2009. MOTION carried.**

**MOTION made by Larry Marquardt, Seconded by Peter Zovanyi, to elect Crystal Crawford as Vice-Chair of CSA-17 for 2009. MOTION carried.**

**XI. SET NEXT MEETING/ADJOURNMENT**

The next CSA-17 Advisory Board meeting was scheduled for Tuesday, May 5, 2009 at 4:00 p.m.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS



# County of San Diego

NICK MACCHIONE, FACHE  
DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY  
PUBLIC HEALTH SERVICES

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## CSA-17 ADVISORY BOARD SUBCOMMITTEE MEETING

### Minutes

Tuesday, February 20, 2009

#### In Attendance

Barker, Nona – CSA-107 Elfin Forest  
Houlihan, Maggie – City of Encinitas  
Pavone, Chief Nick – Rancho Santa Fe Fire Prot. Dist.

Crawford, Crystal – City of Del Mar  
Marquardt, Larry – Member-at-Large  
Warren, Darrin – Encinitas Fire

#### County Staff Present

Hicks, Lane – Auditor and Controller's Office  
Perez, Juan – Auditor and Controller's Office  
Yaghmaee, Saman – County EMS

Metz, R.N., Chief, Marcy – County EMS  
Potter, Tony – Public Works

#### **I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

Crystal Crawford, City of Del Mar, brought the meeting to order at 1:00 p.m. Attendees introduced themselves.

#### **II. UPDATING CSA-17 PROPERTY TAX PROCESS**

Ms. Crawford announced that the purpose of this meeting was to obtain some type of property tax increment from the 4-S Ranch area where currently there is no property tax revenue. It was added that the same issue exists with the Elfin Forest area also. Lane Hicks and Juan Perez from the County's Auditor and Controller's office were invited and were in attendance.

Ms. Hicks stated that with Proposition 218 there was no required transfer of funds and the annexation document should specify no exchange of revenue. It was stated that the amount of revenue loss to CSA-17 last year alone because of no revenue received from the 4-S Ranch area was \$80,000. Somehow it appeared that the County negotiated with the County but CSA-17 (which is part of the County) was somehow left out. Mr. Perez added that this issue is really up to the County Board of Supervisors (BOS) to decide.

A Historical Assessed Valuation and Property Tax Revenue form from Fiscal Years 2003 through 2009 was distributed with two main categories; those being, "District's Share of Growth Based on Change in Assessed Valuation" and "Actual Revenues."

Chief Pavone also noted and discussed a County board policy of Property Tax Exchanges which showed all San Diego County property tax distributions of 1% that is distributed to all the districts. The document shows breakdowns of the increments of all of the different entities that receive a portion of the 1%, however, it was noted that CSA-17 receives nothing. These are listed as TRA's or tax rate areas, in geographic areas.

Mr. Perez stated that properties are bound together by tax rate areas when they have the same services offered to them, so when there are changes to them that may require something else.

Chief Pavone added that on the County board policy regarding 4-S Ranch, there is a paragraph that states "before a jurisdictional change other than a city incorporation can become effective, those agencies who service those areas will be altered by such a change, and shall determine the amount of property to be exchanged between them." "Then negotiations and jurisdictional changes will become effective July 1, 1978."

Chief Pavone added that in the past, there was an issue with Fairbanks Ranch, and CSA-17 representatives met with Supervisor Pam Slater-Price regarding this same type of issue. Negotiations were held and that property tax exchange occurred with the County's Real Property Tax Services Division.

It was felt that if there never was an attempt to negotiate this property tax error regarding 4-S Ranch, then there might be an opportunity to go back and re-visit this. Chief Pavone stated he has contacted a Shirley Anderson from LAFCO (Local Agency Formation Commission) with the County to review the records and review the original annexation and board letter to see if there was any mention of this property tax exchange. When a territory is going to be annexed, LAFCO prepares a preliminary staff report describing the annexation and the intent of the annexation. A copy of that goes to the County Auditor and Assessor and CSA-17 should receive a copy of that LAFCO proposal. Then the Assessor identifies the properties involved in the proposal.

Ms. Hicks added that the letter that the Auditor and Controller's Office provides to Planning and Land Use is negotiated for the County on property tax exchanges and they use that property tax information that the Auditor and Controller provides them. Then CSA-17 and Planning and Land Use and any other interested parties negotiates to exchange revenues; however, apparently at that time, there wasn't anything negotiated because on the resolution there was nothing stated regarding any revenue exchange at all. It would have an effective date listed and would state "on such and such date, CSA-17 would receive an x-amount of dollars of property tax based revenue and a certain percentage of tax increment from the County's general fund."

Ms. Hicks stated she had possession of a copy of the last proposal that was submitted regarding 4-S Ranch and a copy of the resolution and all the properties involved with the proposal.

### **SUMMARY/ACTIONS**

**Ms. Crawford recommended compiling several items:**

- 1) a copy of the Board Letter that went to Supervisor Pam Slater;**
- 2) the Minute Order which would demonstrate who participated in the hearing;**
- 3) and any other supporting documentation for future reference.**

**Chief Pavone will continue to work with LAFCO to obtain information.**

**County EMS staff will work with the Auditor and Controller's office on related information.**

Ms. Metz stated that an eventual Board Letter would need to be originated from the County EMS office and would like to work collectively with the group on this.

The County Assessor's Office has a map that shows all tax rate areas. It was suggested that CSA-17 has 833 tax rate areas. Mr. Perez stated he could compile some information on that for review.

### **III. ADJOURNMENT**

The meeting adjourned at 2:12 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS



NICK MACCHIONE, FACHE  
DIRECTOR

WILMA J. WOOTEN, M.D., M.P.H.  
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## CSA-17 ADVISORY BOARD MEETING

### Minutes

Thursday, June 11, 2009

#### Members Present

Cerny, Barbara – Torrey Pines Comm. Planning Grp.  
Crawford, Crystal – City of Del Mar  
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.  
Marquardt, Larry – Member-at-Large  
Nichols, Mike – City of Solana Beach  
Zovanyi, Peter – Member-at-Large

#### County Staff Present

Cavanaugh, Adria  
Metz, R.N., Chief, Marcy  
Pate, R.N., Rebecca  
Yaghmaee, Saman

#### Members Absent

Houlihan, Maggie – City of Encinitas

#### Guests Present

Gilligan, Matt – S.D. Medical Services Enterprise  
Muir, Chief Mark – Encinitas Fire  
Murphy, R.N., Mary – CSA-17  
Olejnuk, Lorelee – S.D. Med. Services Enterprise  
Tanner, John – Rancho Santa Fe Fire Prot. Dist.  
Ward, Darrin – Encinitas Fire

#### Recorder

Rupp, Merle

## **I. INTRODUCTIONS AND ANNOUNCEMENTS**

Barbara Cerny, Chair, brought the meeting to order at 4:00 p.m.

Attendees introduced themselves.

## **II. APPROVAL OF MINUTES – February 3, 2009**

**MOTION made by Peter Zovanyi, Seconded by Larry Marquardt to approve the regular quarterly Advisory Board Minutes of February 3, 2009. MOTION carried. Mike Nichols, City of Solana Beach, abstained; not in attendance at last meeting.**

### **III. PUBLIC COMMENTS/PETITIONS**

None.

### **IV. MANAGEMENT TEAM REPORT**

#### **A. Financial Report (Saman Yaghmaee)**

Property Tax Revenue: As of May 30, 2009, year-to-date revenue is \$965,624 with a budgeted amount of \$1,117,296. Compared to the same period last year, the revenue from property tax has been slightly increased.

Benefit Fee Revenue: As of June 5, 2009, year-to-date revenue is \$1,253,690 and the budgeted amount is \$1,401,043. Compared to the same period last year, the revenue from the benefit tax has been slightly increased.

Interest Revenue: Revenue from interest on reserve is \$37,303.

Expenditures: The budgeted amount on expenditures is \$2,645,076; however, total expenditures are expected to be lower than the budgeted amount due to lower expenditures on supported services by County and Mutual Aid providers.

Total Revenues/Expenditures: For fiscal year 2008-09, total revenues are projected to be between \$2.4 to \$2.5 million dollars and total expenditures are projected to be between \$2.5 and \$2.6 million dollars.

Levy Update: The levy amount per benefit unit will be increased by 3.2% from \$25.32 to \$26.13 in fiscal year 2009-10.

#### **B. Administrative Report (Marcy Metz, R.N., Chief)**

H1N1 News: Ms. Metz thanked the advisory board members for being flexible in rescheduling this meeting from May due to the H1N1 outbreak which kept the County EMS office very busy. The World Health Organization raised the pandemic alert to Level 6 meaning there have been more cases identified around the world. Confirmed cases in San Diego County has reached 244 and California has had three deaths but none as of this date occurring in San Diego County. The County's Public Health Epidemiology Department served as the Incident Command for this event and EMS opened its' (DOC) Departmental Operations Center, also known as the Medical Operations Center (MOC) to handle logistics with prehospital agencies, hospitals, clinics and other healthcare providers. The County did receive a cache of Tamiflu that was distributed to hospitals, clinics, and university health care centers. County Public Health contacted several local pharmacies with drive-through capabilities and extended hours so private physicians could write prescriptions for patients and they could have them filled there. On June 18, 2009, there will be a County-wide debriefing of this event to review what went well and identify gaps and opportunities for the fall influenza season.

Advisory Board member Peter Zovanyi asked if it was known what the approximate number of influenza cases would have been during this same period of time that the H1N1 flu occurred. **ACTION: Ms. Metz agreed to look into that number for him.**

Trauma Site Visits: Every three years the American College of Surgeons conduct site visits at the trauma centers in San Diego County. All six trauma centers were reviewed and verified for another three years.

State Trauma Planning: The Regional Planning for Trauma Centers in California groups have been meeting and the latest regional meeting for San Diego County was held recently in Palm Springs. The group is working on trauma triage protocols, repatriation of patients, and financial issues.

Stroke Receiving Centers: County EMS is currently conducting site visits to hospitals who are not currently Joint Commission certified to be a stroke receiving center hospital in San Diego County. The Stroke System is scheduled to go live July 1, 2009.

Protocols Update: The paramedic protocols have been updated and will go into effect July 1, 2009. The Committee began meeting in October, 2009 and received input from many stakeholders in the community.

Annual Report (Rebecca Pate, R.N.): After receiving input from the subcommittee, a final draft of the CSA-17 Activity Report for fiscal years 2006-07 and 2007-08 was developed and distributed earlier by e-mail. Copies were also brought to this meeting. **ACTION: Send any further input to Ms. Pate at [rebecca.pate@sdcounty.ca.gov](mailto:rebecca.pate@sdcounty.ca.gov).**

C. Paramedic Provider Report (Matt Gilligan, S.D. Medical Services Enterprise)

San Diego Medical Services Enterprise (SDMSE) is preparing for the annual San Diego County Fair in Del Mar beginning in mid-June. One paramedic unit is routinely on-site and if there are any concerts or rodeos, a second special paramedic unit is available also. SDMSE also has a move-up plan in case of high volume of calls.

Call volume has been a little lower compared to the last couple of years.

SDMSE completed orienting their paramedics and EMT's regarding new policies, procedures, tools and medications. SDMSE is expecting a new ambulance in August, 2009; it will take approximately a month to get it outfitted and inspected.

Loralee Olejnik has been busy with education events in the community.



Crystal Crawford, City of Del Mar, brought up that if the fair and races receive additional services that are treated as special events and those are contracted out, is that money the CSA-17 is entitled to? Also, do the contractors pay into the CSA-17 system, and what is the CSA-17's obligation to provide services. **ACTION: Chairperson Barbara Cerny requested the Operations Chiefs check into what other places do in these circumstances and Darrin Ward, Encinitas Fire, agreed to check into that.**

D. Medical Director's Report (Bruce Haynes, M.D.)

(Covered under Administrative Report.)

V. UPDATE RE: ELFIN FOREST CSA-107 AND CSA-17

No new information on this.

VI. SUBCOMM. REPORT ON PARCEL ADDRESSES (C. Crawford, Del Mar)

The subcommittee has not met again. Chief Mark Muir, Encinitas Fire, stated that an investigation was performed on some addresses where there were billing concerns but everything was fine.

Ms. Crawford added that the subcommittee wanted to get some documentation and figure out the status on the property tax role. One piece was the written policy to describe the assessment and billing practices. The written policy has not yet been provided. **ACTION: Chairperson Barbara Cerny asked if the Operations Chiefs could work with SDMSE and put something into writing. Chief Muir agreed to contact people who were working on that and follow-up. Chief Muir will also get together with County staff to re-format the goals and get the subcommittee to meet.**

VII. SUBCOMMITTEE REPORT ON PROPERTY TAX PROCESS

Ms. Metz stated that some progress has been made on this issue as some documents have been found. It was recommended that this subcommittee needs to meet again and together share what has been found and decide where to go from there.

It was then suggested that both subcommittees be combined into one and the work disseminated from that point. **ACTION: Ms. Metz further recommended that County EMS take the lead on setting up this meeting with members of both subcommittees prior to the next Advisory Board meeting of August 4, 2009.**

VIII. STIPENDS FOR ADVISORY BOARD MEETINGS

Ms. Metz reported that after a search of the bylaws, no mention of stipends exists for CSA-17. The County Board of Supervisors does have a policy for setting up advisory boards and how they're structured. One of the items in the policy discusses the formation of advisory boards and that the issue of compensation was to be discussed when the advisory board was initially formed.

Chairperson Barbara Cerny requested Chief Muir look into this issue and report back at the next meeting. Also, the Advisory Board needs to decide whether it wants to pursue stipends. **ACTION: Place on CSA-17 agenda for Tuesday, August 4, 2009.**

**IX. SET NEXT MEETING/ADJOURNMENT**

The next CSA-17 Advisory Board meeting was scheduled for Tuesday, August 4, 2009 at 4:00 p.m.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS



# County of San Diego

NICK MACCHIONE, FACHE  
DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY  
PUBLIC HEALTH SERVICES

WILMA J. WOOTEN, M.D., M.P.H.  
PUBLIC HEALTH OFFICER

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CSA-17 Advisory Committee  
Barbara Cerny, Chair/Crystal Crawford, Vice-Chair  
c/o Emergency Medical Services  
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San Diego, CA 92120  
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California Children Services  
Community Epidemiology  
Emergency & Disaster Medical Services  
HIV, STD and Hepatitis  
Immunization  
Maternal, Child and Family Health Services  
Public Health Laboratory  
PH Nursing/Border Health  
TB Control & Refugee Health  
Vital Records

## CSA-17 ADVISORY BOARD SUBCOMMITTEE MEETING

### Minutes

Thursday, July 30, 2009

#### In Attendance

Crawford, Crystal – City of Del Mar  
Marquardt, Larry – Member-at-Large  
Pavone, Chief Nick – Rancho Santa Fe Fire  
Ward, Darrin – City of Encinitas

Houlihan, Maggie – City of Encinitas  
Muir, Chief Mark – City of Encinitas  
Tanner, John – Rancho Santa Fe Fire P.D.

#### Recorder

Rupp, Merle

#### County Staff Present

Metz, R.N., Chief, Marcy  
Yaghmaee, Saman

### **I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS**

Crystal Crawford, City of Del Mar, brought the meeting to order at 10:13 a.m. Attendees introduced themselves.

### **II. PARCEL ADDRESSES UPDATE**

Chief Mark Muir stated that the City of Encinitas did conduct a review of parcel addresses to make sure addresses weren't missed and were very pleased with the positive outcome as very few addresses were not listed. It was determined that for assisted living facilities, occupants in each room should be taxed as it's a permanent living facility but in a facility like a convalescent home with one address, they're not going to be living there permanently as in a hotel, and shouldn't be taxed.

Saman Yaghmaee, County EMS, stated that with a new contractor maintaining the parcel addresses in San Diego County, changes can be made at any time to tax people at a \$15 charge. If changes can be submitted before August 10, 2009, there is no charge. Mr. Yaghmaee distributed a sample copy of a preliminary tax roll of another CSA for review which showed condo and single family resident units being charged the same rate, but it

did not show any commercial rates. An additional report should include the addresses of the properties. **ACTION: Chief Muir and Darrin Ward, Encinitas Fire, agreed to provide that.**

**ACTION: Mr. Yaghmaee agreed to distribute the final report in a few days with an excel spread sheet that will include the property parcel numbers.**

Maggie Houlihan, City of Encinitas, suggested that a letter be written to property owners who will experience a new tax charge be written and sent in advance, explaining that this is a correction to a previous error. Ms. Crawford recommended that a copy of the Ordinance be attached and highlight the part that talks about commercial units and states whatever units a property owner has, that is what they should be charged for. The letter could be done “city by city.” Property owners should also be informed this is not a retroactive charge. **ACTION: Mr. Yaghmaee will prepare the draft letter and present it at the next Advisory Committee meeting of Tuesday, August 4, 2009.**

### **III. PROPERTY TAX PROCESS UPDATE**

Chief Nick Pavone, Rancho Santa Fe Fire, stated he had been working with County EMS and the fire agencies. He presented a memo to the County Board of Supervisors dated December 8, 1992, regarding “Rancho Santa Fe Fire Protection District Annexation to CSA-17.” This was a proposed annexation of approximately 15 square miles to CSA-17 for emergency medical services. It was proposed that no property tax exchange occur since CSA’s have the ability to levy benefit fees and since there is no loss of service responsibility by any agency. The LAFCO (Local Agency Formation Commission) reference number was DA 92-15, SA 92-15. This annexed area was later known as the 4-S Ranch area.

Chief Pavone also distributed a copy of the San Diego County Board of Supervisors policy B-45, “Property Tax Exchanges Resulting from Jurisdictional Changes.”

Discussion ensued on whether or not it would be a good time to attempt to annex a portion that is in Elfin Forest to CSA-17. It was suggested that this might be a good time to re-negotiate the contract with San Diego Medical Services Enterprise in order to receive a portion of the non-resident fee increase that was recently passed. **ACTION: Consensus was reached that correcting the situation over 4-S Ranch, combining that with the Elfin Forest annexation, and conducting additional research would be the best approach and then go before the Board of Supervisors in approximately a year or so when the economy hopefully improves.**

### **IV. FOLLOW-UP**

The subcommittee agreed to meet again around October, prior to the regular Advisory Board meeting of Tuesday, November 3, 2009.

### **V. ADJOURNMENT**

The meeting adjourned at 11:08 a.m.  
Respectfully submitted,

Merle Rupp, Board Secretary, County EMS



NICK MACCHIONE, FACHE  
DIRECTOR

WILMA J. WOOTEN, M.D., M.P.H.  
PUBLIC HEALTH OFFICER

# County of San Diego

## HEALTH AND HUMAN SERVICES AGENCY

### PUBLIC HEALTH SERVICES

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## CSA-17 ADVISORY BOARD MEETING

### Minutes

Tuesday, August 4, 2009

#### Members Present

Campbell, Tom – City of Solana Beach  
Crawford, Crystal – City of Del Mar  
Houlihan, Maggie – City of Encinitas  
Marquardt, Larry – Member-at-Large  
Zovanyi, Peter – Member-at-Large

#### County Staff Present

Cavanaugh, Adria  
Haynes, M.D., Bruce  
Pate, R.N., Rebecca  
Yaghmaee, Saman

#### Recorder

Rupp, Merle

#### Members Absent

Cerny, Barbara – Torrey Pines Comm. Plng. Grp.  
Hickerson, Tom – Rancho Santa Fe F.P.D.

#### Guests Present

Gilligan, Matt – S.D. Medical Serv. Enterprise  
Johnson, Wayne – S.D. Med. Serv. Enterprise  
Michel, Tony – Rancho Santa Fe F.P.D.  
Muir, Chief Mark – Encinitas Fire  
Murphy, R.N., Mary – CSA-17  
Olejniak, Loree – S.D. Med. Serv. Enterprise  
Pavone, Chief Nick – Rancho Santa Fe F.P.D.  
Twohy, Frank – Elfin Forest/Harmony Grove  
Ward, Darrin – Encinitas Fire

## **I. INTRODUCTIONS AND ANNOUNCEMENTS**

Crystal Crawford, Vice-Chair, brought the meeting to order at 4:00 p.m.

Attendees introduced themselves.

## II. APPROVAL OF MINUTES – June 11, 2009

**MOTION made by Peter Zovanyi, Seconded by Larry Marquardt to approve the regular quarterly Advisory Board Minutes of June 11, 2009. MOTION carried.**

## III. PUBLIC COMMENTS/PETITIONS

None.

## IV. MANAGEMENT TEAM REPORT

### A. Financial Report (Saman Yaghmaee)

Property Tax Revenue: Revenue from the property tax has increased by 3.4% from \$987,574 in Fiscal Year 2007-08 to \$1,021,607 in Fiscal Year 2008-09.

Benefit Revenue Fee: Revenue from the benefit fee has increased by 3% from \$1,263,147 in Fiscal Year 2007-08 to \$1,301,009 in Fiscal Year 2008-09.

Interest Revenue: Revenue from interest on reserves is \$44,850. Although this stream of revenue comprises less than 4% of total revenue, the projected revenue is lower compared to the budgeted amount of \$90,000 due to lower interest rates and return on capital.

Expenditures: The total expenditures are \$2,581,974.

Total Expenditures: These are higher than total revenues by about \$208,000 due to lower growth in revenue on tax property and benefit fees as well as lower revenue on interest from the reserve fund. This deficit has necessitated the utilization of the reserve fund, which was at \$1.8 million as of July 1, 2008 and is expected to decline to \$1.6 million at the closing date of Fiscal Year 2008-09.

The final figures from Fiscal Year 2008-09 will be available at the next Advisory Board meeting of November 3, 2009.

Several questions were raised: Where are the reserve funds invested and is what is the current rate of return? Also, is the reserve fund a separate reserve fund from the County or part of the County overall fund? **ACTION: It was requested of Mr. Yaghmaee if he could bring back data on the types of investments the County has and any other related information.**

### B. Administrative Report (Rebecca Pate, R.N.)

Marcy Metz, R.N., Chief, County EMS, is attending the Statewide Administrators meeting this date and unable to attend.

Some new State regulations have come out recently for EMT's that are out for public comment at this time and will go into effect on July 1, 2010. The State is building a registry to keep track of all EMT's in the State and new fees will be associated with that. There will also be increased fees for background checks for EMT's. Beginning July 1, 2010, all EMT's will be required to have state and federal background checks. The disciplinary structure for EMT's will also change; it will still be done at the local level, but instead of an EMT requesting an individual review panel to hear their case if they don't agree with the discipline, they have to be seen by an administrative law judge as paramedics do. Paramedic licensure fees will increase as well.

The annual report for CSA-17 was submitted to County Public Health Administration for their review and EMS will await feedback before it can be finalized.

Ms. Pate stated that she will be away for ten to twelve months on military reserve duty. Ms. Crawford and the rest of the Advisory Board members wished her well.

C. Paramedic Provider Report (Matt Gilligan, S.D. Medical Services Enterprise)

Mr. Gilligan distributed compliance reports from April and May, 2009. The County is currently reviewing June, 2009. Compliance rates were in the mid-90's for most areas.

Two new ambulances have just been received at San Diego Medical Services Enterprise (SDMSE). One will replace an ambulance involved and totaled in an accident on Encinitas Boulevard and Village Parkway in Encinitas; a near head-on collision, which was handled well by the EMT on board and the patient in the ambulance was un-injured as well. The Range Rover that hit the ambulance was also totaled.

Opening day at the Del Mar horse races was very busy but SDMSE handled it with all their own resources and it didn't affect any other cities or jurisdictions. Mr. Gilligan stated SDMSE does have communication with the Del Mar Thoroughbred Club that operates the fairgrounds. Tom Campbell, City of Solana Beach, added that he has a monthly meeting with the Agricultural District and if he is made aware of problems at the fairgrounds, he can bring that issue up at that monthly meeting. **ACTION: Maggie Houlihan, City of Encinitas requested that this discussion regarding Del Mar Fairgrounds issues be kept on as an on-going agenda item for CSA-17.**

Wayne Johnson, SDMSE, added that at one time there was a traffic lane left open for emergency vehicles to enter and exit the fairgrounds during busy events but that isn't occurring anymore and it is a real concern with transporting critically injured patients.

Loralee Olejnik, SDMSE, stated that summer CPR classes and outreach to seniors have been conducted on the Project Heartbeat side. SDMSE has been working with Solana Beach School District and has placed AED's in all of their schools as well as two at their district facilities. SDMSE will be donating a CPR class to train administrators and teachers on AED's.

SDMSE has been partnering with the Sheriff's Dept. on car seat events and on Sunday, October 4, 2009, the annual community health fair with the City of Encinitas will be held at Leo Mullin Sports Park from 11:00 a.m. to 2:00 p.m. SDMSE will co-sponsor the health fair with the City of Encinitas and all areas of CSA-17 are invited. Ms. Houlihan extended the invitation to the cities of Del Mar and Solana Beach to participate as well.

D. Medical Director's Report (Bruce Haynes, M.D.)

On June 18, 2009, County HHSA held a de-briefing for all the hospitals and related parties to discuss the swine flu concerns of April and May, 2009, and strategies for the future. Swine flu vaccine will be available in October, 2009 and vaccination plans are being discussed on how to immunize many people for this which may require two vaccinations. Seasonal flu would require one additional separate shot.

The new Stroke Care System went into effect in San Diego County July 1, 2009 and Scripps Encinitas in CSA-17 is one hospital with a fine stroke certified program.

Also on July 1, 2009, the new protocols for EMT's and paramedics went into effect in San Diego County. Zofran, an anti-nausea medication was added during the swine flu outbreak and will continue on in the paramedic formulary. This medication helps patients be more comfortable, particularly in hilly or windy road areas where this is a long transport time to the hospital.

V. SUBCOMMITTEE UPDATE (Crystal Crawford, City of Del Mar)

The subcommittee met on July 30, 2009 and continued to work on the parcel address update as well as the property tax process update. Mr. Yaghamee will send out the parcel list as soon as possible from a new data base provider. Tony Potter, County Public Works, stated that if discrepancies are found where properties are not paying into CSA-17, this should be submitted to him prior to August 10, 2009, and there will be no charge.

The subcommittee also drafted a letter for County Counsel to review and discussed who the letter should come out from--County Public Works or who. The letter will notify property owners of an increase in their property assessment but will have no retroactive request.



Chief Nick Pavone, Rancho Santa Fe Fire and Darrin Ward, Encinitas Fire, obtained information from LAFCO (Local Agency Formation Commission) regarding the property tax process and the fact that CSA-17 doesn't receive any assessment fees from the 4-S Ranch area residents. At the time the 4-S Ranch area was annexed, there was no request made at that time to add any property tax revenue from those parcels. An application from December, 1992 was obtained which showed that the area was vacant land at the time of the annexation into CSA-17. Research continues for other documentation. Chief Pavone added that the County did go through the process correctly at the time and LAFCO signed off on it appropriately.

Consensus was reached at the subcommittee meeting that at a future time when the issue of Elfin Forest being annexed into CSA-17 comes forth, might be the ideal time to also pursue the lost revenue of 4-S Ranch simultaneously. At this time, no new information has been received about the annexation of Elfin Forest to CSA-17. Frank Twohy, Elfin Forest, has sent an e-mail to a Ms. Jones at LAFCO for an update but no news has been received.

The subcommittee feels they have finished with the property address issue but will continue to review the tax increment. Ms. Crawford requested Chief Pavone and Mr. Ward put into writing a historical/chronological summary with the progress and steps that have been made to this point.

The subcommittee may meet again prior to the next regular Advisory Board meeting of Tuesday, November 3, 2009.

## **VI. STIPEND REVIEW (Chief Mark Muir, Encinitas Fire)**

Chief Muir stated that two documents were reviewed (CSA-17 bylaws and County policy A-74) and according to the County policy (A-74) only when an advisory committee is created can a compensation situation be established. Board members can only be reimbursed for travel expenses. Numerous other boards were reviewed and most board members receive no compensation. Chief Muir added that if CSA-17 Advisory Board members were still interested in pursuing this, County staff could provide a report describing the process for revising the bylaws and maybe implementing compensation. **MOTION made by Tom Campbell, Seconded by Maggie Houlihan, that the Advisory Board was not interested in pursuing stipends at this time. MOTION carried.**

**OTHER: ACTION: Ms. Houlihan asked that an issue of one of the assisted living facilities in Encinitas having no staff with knowledge to perform CPR, be added to the agenda for November 3, 2009.** She added that none of the nurses or any other staff knew CPR at this particular facility.

**VII. SET NEXT MEETING/ADJOURNMENT**

The next CSA-17 Advisory Board meeting was scheduled for Tuesday, November 3, 2009 at 4:00 p.m.

The meeting adjourned at 5:40 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS



NICK MACCHIONE, FACHE  
DIRECTOR

WILMA J. WOOTEN, M.D., M.P.H.  
PUBLIC HEALTH OFFICER

# County of San Diego

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## CSA-17 ADVISORY BOARD MEETING

### Minutes

Tuesday, November 3, 2009

#### Members Present

Campbell, Tom – City of Solana Beach  
Cerny, Barbara – Torrey Pines Comm. Plng. Group  
Crawford, Crystal – City of Del Mar  
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.  
Houlihan, Maggie – City of Encinitas  
Marquardt, Larry – Member-at-Large  
Zovanyi, Peter – Member-at-Large

#### County Staff Present

Cavanaugh, Adria  
Haynes, M.D., Bruce  
Smith, R.N., Susan  
Yaghmaee, Saman

#### Members Absent

None.

#### Guests Present

Abelman, Dismas – Cities of Solana Bch./Del Mar  
Gilligan, Matt – S.D. Medical Serv. Enterprise  
Michel, Tony – Rancho Santa Fe Fire Prot. Dist.  
Muir, Chief Mark – Encinitas Fire  
Murphy, R.N., Mary – CSA-17  
Olejnik, Lorelee – S.D. Med. Serv. Enterprise  
Tanner, John – Rancho Santa Fe Fire Prot. Dist.  
Twohy, Frank – Elfin Forest/Harmony Grove  
Ward, Darrin – Encinitas Fire

#### Recorder

Rupp, Merle

## **I. INTRODUCTIONS AND ANNOUNCEMENTS**

Barbara Cerny, Chair, brought the meeting to order at 4:00 p.m.

Attendees introduced themselves.

## **II. APPROVAL OF MINUTES – August 4, 2009**

**MOTION made by Crystal Crawford, Seconded by Peter Zovanyi to approve the regular quarterly Advisory Board Minutes of August 4, 2009. MOTION carried.**

## **III. PUBLIC COMMENTS/PETITIONS**

Larry Marquardt, Member-at-Large, thanked San Diego Medical Services Enterprise for donating an ambulance to the Greater Encinitas Kiwanis Club.

## **IV. MANAGEMENT TEAM REPORT**

### **A. Financial Report (Saman Yaghmaee)**

Revenue and Expenditure Analysis: Total revenue is \$2,374,495 and total expenditures are \$2,581,971. Total expenditures exceeded total revenue which necessitated the usage of cash reserve of \$207,479. Cash reserve was reduced from \$1,834,678 as of July 1, 2008 to \$1,627,199 as of July 1, 2009.

First Quarter in Fiscal Year 2009-10 – (July 1 – September 30):

Property Tax Revenue: Revenue from the property tax is at \$35,039. The revenue is low because property taxes are due in the 3<sup>rd</sup> and 4<sup>th</sup> quarters of the fiscal year.

Benefit Fee Revenue: There is no benefit revenue during the 1<sup>st</sup> quarter of the fiscal year. Similarly to property taxes, the benefit fees are collected in the 3<sup>rd</sup> and 4<sup>th</sup> quarters.

Interest Revenue: Revenue from the interest is at \$5,777 in the 1<sup>st</sup> quarter.

Mr. Yaghmaee stated that at the last CSA-17 meeting a question was asked about where and how the County invests its' money. There is a County pool of funds overseen by the Tax Collector Dan McAllister. The pool of funds is over 5 billion dollars. Mr. Yaghmaee distributed some information on it to the Advisory Board members.

Discussion ensued regarding things to consider for generating future revenues. Those included a 218 election, an increase in the benefit fee and the Elfin Forest/4-S Ranch issue. The Operations Chiefs continue to consider options as well.

B. Administrative Report (Rebecca Pate, R.N.)

Rebecca Pate, R.N., County EMS, was deployed on military leave as a Navy reservist. She has been stationed in Afghanistan and is doing well at this point. Dr. Haynes introduced Susan Smith, R.N., County EMS who has both a lot of experience with hospitals and in the pre-hospital arena. Ms. Smith will be filling in for Ms. Pate until Ms. Pate returns later on in summer, 2010.

C. Paramedic Provider Report (Matt Gilligan, S.D. Medical Services Enterprise)

Mr. Gilligan reported that SDMSE crews have been seeing more patients with flu-like symptoms on their responses. An ambulance was placed at the Del Mar Fairgrounds this year during race season and no major impact was noticed on the EMS system there for that period of time. However, on opening day there wasn't an extra ambulance there and SDMSE responded to twelve calls. SDMSE staff met with the Del Mar Thoroughbred Club regarding overwhelming responses and an egress problem as far as getting the engines and rigs into the fairgrounds. Del Mar Fire had previously met with the Del Mar Thoroughbred Club about opening up some traffic lanes for their access to the fairgrounds as well. The Thoroughbred Club hired an SDMSE ambulance for the Pacific Classic event.

One of SDMSE's paramedics, Mike Roman, received the Paramedic of the Year award for San Diego County out of 450 paramedics. Mr. Roman works out of Encinitas Station 5 and does a lot of community education with Loralee Olejnik, SDMSE and is a field trainer and preceptor for new paramedics. Well deserved!

Chris Olson received the Health Care Champions Award through the San Diego Business Journal.

Mr. Gilligan thanked Dr. Haynes for offering to present continuing education classes to SDMSE in the near future.

Ms. Olejnik stated that she has been doing community outreach activities such as regularly scheduled blood pressure checks, presentations, open houses for Fire Protection Month, thanking the fire departments as well, and teaching CPR classes at schools for teachers. The Health and Fitness Festival was held in October, 2009 and several hundred people attended and kudos to Encinitas Parks and Recreation for the use of their facilities and cooperation on that. SDMSE also participated with the Burn Institute to help raise money for a Camp for Kids and also helped a Del Mar fire fighter who put together a summer "toys for children's hospital drive" for Children's Hospital as well as selling newspapers on Kids News Day. SDMSE also supports Mothers Against Drunk Driving and the automatic defibrillator program with Project Heartbeat.

D. Medical Director's Report (Bruce Haynes, M.D.)

H1N1 flu continues to dominate a great portion of County EMS staff's time. Approximately one month ago there was a large increase in the number of flu cases picked up by field personnel and an increased number of visits in emergency rooms. At this time, there have been 475 patients hospitalized in San Diego County with the flu. Twenty-seven residents have died and three non-residents. In terms of range of age, the flu has hit people from 2 weeks old to 91 years. The average age of contracting the flu is 25 and hospitalized age is 32. Average age of death is 45.

The County's HHS Departmental Operations Center was opened on October 24, 2009 to support the vaccination efforts in the County. County EMS has been involved in the distribution of vaccine at Points of Dispensing (POD's). At this time there have been over 40,000 people vaccinated at the County Public Health clinics. The initial amount of vaccine received was given to hospitals, first responders, paramedics, EMT's and ambulance personnel. The County was assisted with volunteers from the Medical Reserve Corps who helped out at the POD's and clinics. Another supply of 20,000 doses was received and was sent out to private providers, physician offices and pediatricians.

The questions were raised as to how this year's H1N1 flu compares to other flus from previous years and if there have been more deaths or hospitalizations this year as compared to previous years. **ACTION: Dr. Haynes will provide further information at the next CSA-17 meeting of Tuesday, February 2, 2010.**

V. SUBCOMMITTEE UPDATE (Crystal Crawford, City of Del Mar)

The subcommittee has not met again since July 30, 2009. Ms. Crawford felt that the subcommittee had accomplished its' goals of reviewing the parcel lists and 4-S Ranch. She suggested it would be a good idea for someone to summarize all that was accomplished and include this in the annual report next time. **ACTION: Dr. Haynes will check into the current status of the annual report.**

VI. ELFIN FOREST CSA-107/CSA-17 UPDATE (Frank Twohy/Dr. Bruce Haynes)

Dr. Haynes reported that he spoke to Megan Jones from the County Land Use and Environment Department and she stated that there is no new development on this.

VII. DEL MAR FAIRGROUNDS ISSUES/UPDATES

Mr. Gilligan reported on this in the Paramedic Provider Report at this meeting. **ACTION: Maggie Houlihan, City of Encinitas, requested that this agenda item continue as an agenda item.**

## **VIII. NO CPR TRAINED STAFF IN ENCINITAS ASSISTED LIVING FACILITY**

Mary Murphy, R.N., CSA-17, reported that the issue of standard of care surfaced when paramedic crews called to an Encinitas assisted living facility, noticed that workers at the facility were not offering assistance to residents who had collapsed. Crews were told that it was not the company policy to do that. It was noticed that in some cases there were both R.N.'s and L.V.N.'s working there. Currently, under California State law, assisted living facilities are not required to provide emergency care as long as they have informed the patient and received the patient's consent.

The Encinitas Fire Department staff believes there is a need for early intervention by assisted living facility staff in the event of a cardiac arrest. Staff is making two recommendations for options to correct this problem.

1. The CSA-17 Advisory Committee could request local legislators sponsor a bill to correct this practice, which would have a State-wide impact on the standard of care in assisted living facilities.
2. Alternatively, the Committee could elect to formally request that each city or district within CSA-17 enact a local policy or ordinance that requires assisted living facilities to provide basic CPR to their residents.

Ms. Houlihan requested Ms. Murphy send her this information as she would like to present it to her Senior Commission. Ms. Houlihan also suggested the cities and fire departments collaborate on a letter to elected officials on this issue. **ACTION: Chief Mark Muir, Encinitas Fire, volunteered to draft the letter.**

## **IX. SET NEXT MEETING/ADJOURNMENT**

The next CSA-17 Advisory Board meeting was scheduled for Tuesday, February 2, 2010 at 4:00 p.m.

The meeting adjourned at 5:15 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS